

Appendix U
COMMUNITY SURVEY

COMMUNITY SURVEY EXAMPLE

I. The area

- A. Geographical description
 - 1. Of areas surveyed--size of cities, counties.
 - 2. Of surrounding area, if pertinent.
 - 3. Climate, topography, annual and seasonal temperatures, rainfall, etc. (one sentence will suffice for each.)
 - 4. Are the industries dispersed or centralized? Attach a map of the Area indicating the location of the principal plants. The map should show the names and numbers of principal streets and highways furnishing access to these plants.
- B. Population
 - 1. Of city
 - 2. Of area.
 - 3. Of labor market area, if different from above.
 - 4. Breakdown by sexes, color, native or foreign born, educational level, percentage of homeowners, etc.
- C. Industrial data
 - 1. Types of industries and number of each, labor force of each, key products of the area, and additional data as considered applicable.
 - 2. Does one type of industry dominate the area? If so, give pertinent information regarding the industry.

II. Manpower

- A. Labor market rating
 - 1. Is department of labor market classification, a,b,c, or d?
 - 2. Include supporting statistical data.
- B. Unemployment
 - 1. Totals and percentages of skilled, semiskilled, and unskilled.
 - 2. What types of skills are most commonly available?
- C. Source of labor supply

1. Compared to the World War II years, what are the reserves of women, handicapped, older-age groups, part-time workers, and school graduates?
2. Has there been much intermigration to total population?
- D. Occupational classification of area workers. What are the most common occupations of the area? The less common?
- E. Skills in shortage category. List, with numbers of each, if available. Make a comparison of this list with the national shortage list.
- F. Area wage schedules
 1. List the wage schedules of major occupations and industries.
 2. How do they compare with national averages?
 3. How do they compare with neighboring areas? With competing areas?
- G. Requirement of defense industry in area
 1. Is manpower available for present production schedules? Current planned production?
 2. What skills are lacking for production schedules, both present and future?
 3. Do employers ordinarily use training programs? If so, give some Examples.
- H. Other pertinent information
 1. Include current work stoppages, if any; record of work stoppages During last 10 years.
 2. Are workers highly organized? Principal unions?

III. Industrial facilities

- A. Facilities suited or adaptable for defense production.
- B. List facilities with current and World War II products.
- C. Give current and capacity employment.
- D. Give types of machinery.
- E. What defense contracts are held or sought?
- F. Vacant factory space. Describe space and indicate production potential.

IV. Housing

- A. Housing regulations.
 1. Is it a critical defense housing area under public law 96? P. L. 139?
 2. Local rent control?
- B. Housing units available.
 1. Number for sale, including 1, 2, and 3 bedrooms. Price ranges. Are the prices reasonable?
 2. Number for rent, including above information. Apartments available. Number, size, price ranges. Are the rents reasonable?

3. Sleeping rooms available. Number, price ranges. Are the prices reasonable?
4. Building permits issued (in past 12 months)
5. Number for houses--1, 2, 3, or more bedrooms.
6. Number for apartments.
7. If houses, number for rent and contemplated rental prices.
8. Housing units contemplated .
9. Number and sizes. How many bedrooms?
10. Number of these for rent.
11. Estimated rental rates.

C. Builders

1. Adequate number of experienced builders?
2. Do they have trained skeleton force?
3. Can other necessary housing construction workers be secured?
4. Is land available? Under option?
5. Can materials be obtained?
6. What bottlenecks?

D. Building capital.

1. Is capital for the building of housing and rental units readily available? If so, on long- or short-term loans?
2. What are the sources of this capital?
3. Does the community object to construction of more housing units now?

V. Adequacy of housing

For present work force? For expanded production? (quote a figure or percentage, such As peak load in world war ii or 50 percent above present.) This figure should be adequate to cover planned defense expansion known to you at time of Survey.

VI. Other community facilities and services

Discuss each of the following items as to adequacy for the present work force and for an expanded work force; give specific facts for each, as pertinent (yes and no answers are not adequate.)

- A. Water
- B. Electric power
- C. Gas
- D. Sewerage

*Note: for items 1 through 4 above, describe sources of supply, capacity, reserve storage, current use, reserves on hand, plans for expansion--whether on hand or projected.

- E. Transportation: types and numbers
- F. Highway and road systems: are the roads serving the area adequate and in good? What is the present traffic load and the peak capacity of these roads? Describe any unsatisfactory factors. What action is contemplated or considered necessary to assure free traffic movement within the area? (survey requests will furnish, whenever possible, specified information on any industrial and

defense manpower requirement changes under consideration for the area.) Contact with local, state, and federal highway authorities should be made, if necessary, to explore fully this phase of the survey.

1. Schools: number of each type of school, crowding, shifts, new construction, etc.
2. Hospitals: number, number of beds, population per bed.
3. Doctors: number, population per doctor and per dentist.
4. Fire protection: size, ratios, and ratings.
5. Police protection: size, ratios, and ratings.
6. Shopping centers and shopping hours.
7. Recreational facilities: number of each type.
8. Churches: all denominations.
9. Sanitation service (garbage collection).
10. Laundries, dry-cleaning businesses, barber shops, beauty shops, etc.
11. Banking facilities (include arrangements for shift workers).
12. Hotels: number and number of rooms, scale of rates, etc.
13. Restaurants and other eating places.
14. Newspapers: number (morning, evening).
15. Municipal government (form, etc.).
16. Tax rate: local, county, state.
17. Cost of living index: get whatever information is available. Compare local figures to national index.

*Note: include reference material, maps, booklets, etc., If possible.